

ROUTING AND TRANSMITTAL SLIP		Date
TO: (Name, office symbol, room number, building, Agency/Post)		Initials
1. EXA/DDA		17 DEC 1983
2. Attn: <input type="text"/>		
3. 7D18 Hdqs.		
4.		
5. DDA/Registry		
Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	
REMARKS		

STAT

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No. Bldg.
PMS/OL	

STAT

5041-102

☆ GPO : 1983 O - 381-529 (301)

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

Central Intelligence Agency

Washington, D.C. 20505



16 December 1986

On Line/Off Line, Inc.
1429 McCulloh Street
Baltimore, Maryland 21217

DD/A REGISTRY
FILE: 45-1

Attention: Mr. Maxwell R. Mitchell
President

Dear Mr. Mitchell:

Your letter to the Director has been forwarded to this Office for action. In order that we can inform the components within this Agency of the capabilities which you offer, it would be appreciated if you would complete and return the enclosed Solicitation Mailing List Application and Certificate Pertaining to Foreign Interests (TO BE COMPLETED BY THE PARENT COMPANY), along with any descriptive literature on your product/services to the address below:

Procurement Management Staff
Office of Logistics
Central Intelligence Agency
Washington, D.C. 20502

Upon receipt of the completed forms, your company's name will automatically be placed on our Bidders Mailing List and your material routed internally. The interested component will contact you when there is a need or a requirement.

Thank you for offering your services to the Central Intelligence Agency.

Sincerely,



Procurement Management Staff
Office of Logistics

STAT

Enclosures

Distribution:

Orig - Adse

- 1 - Exec. Registry
- ✓ 2 - DA Registry
- 1 - OL Reader
- 1 - PMS Official
- 1 - PMS Chrono

OL 5067-85



ROUTING AND TRANSMITTAL SLIP

Date 12/15

TO: (Name, office symbol, room number,
building, Agency/Post)

Initials

Date

1. C/Procurement Management Staff/DL

2.

3.

4.

5.

<input checked="" type="checkbox"/> Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

*1 - For Action. Please respond direct
with copies to DDA and ExSec.

Suspense: 12 January 1987

DO NOT use this form as a RECORD of approvals, concurrences, disposals,
clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

7 D 18 HQ

Phone No.

5041-102

U.S.G.P.O.: 1983-421-529/320

OPTIONAL FORM NO. 10
Prescribed by GSA
FPMR (41 CFR) 101-11.206

STAT

STAT

EXECUTIVE SECRETARIAT

ROUTING SLIP

TO:

		ACTION	INFO	DATE	INITIAL
1	DCI		X		
2	DDCI				
3	EXDIR				
4	D/ICS				
5	DDI				
6	DDA	X			
7	DDO				
8	DDS&T				
9	Chm/NIC				
10	GC				
11	IG				
12	Compt				
13	D/OLL				
14	D/PAO				
15	D/PERS				
16	VC/NIC				
17					
18					
19					
20					
21					
22					
SUSPENSE		Date			

Remarks

To #6: For direct response. (Note: Addressee has contacted the Director's office several times.)

STAT

Executive Secretary

12 Dec 86

Date

3637 (10-81)

Executive Registry

86- 5780x

1429 McCulloh Street o Baltimore, Maryland 21217 o 301/735-5176

28 November 86

TOLL FREE: 800 PC CAIRS
TELEX: 5106006629HONORABLE William J. Casey
Director of Central
Intelligence Agency
Washington, DC 20505

Dear Mr. Casey:

I read an article in the Government Computer News paper regarding protecting sensitive, unclassified information. As a result of that article, I would like to inform your office of a password protected software package named: CAIRS. Please peruse the data that follows:

On Line/Off Line Offers CAIRS

CAIRS
KEY POINTS

1. CAIRS has 26 Levels of Security per library!
2. CAIRS has up to 15 Libraries within the Database, each with the capacity for different passwords.
3. CAIRS has over 1,400 File Categories per library
4. CAIRS can handle 9,999,999 Records per Library
5. CAIRS can have 100 Fields per per record
6. CAIRS can have up to 1,000 Characters Per Field
7. CAIRS can have up to 18,000 Characters Per Record
8. CAIRS can store up to 26 Outputs per library for Pre-Printed Forms
9. CAIRS can have up to 15 different Record Structures per database
10. CAIRS can be in your office TODAY, from: PC to Mainframe!

Contact On Line/Off Line for a confidential demonstration at:
(202) 628-0545 or write to:

On Line/Off Line
777 14th Street
Suite 747
Washington, D.C. 20005
Attn: Maxwell R. Mitchell

On Line/Off Line is an 8a company.

Sincerely:

A handwritten signature in cursive script, appearing to read "Maxwell R. Mitchell", written over a horizontal line.

Maxwell R. Mitchell
President

WHAT IS ON LINE/OFF LINE?

On Line/Off Line is a minority business that manufactures the "OL" computerized office management system.

The "OL" system is totally IBM compatible and we offer full service including:

- o Software packages/update
- o Consultation
- o Hardware Configuration
- o Local Area Network (LAN) systems

On Line/Off Line's primary objective is client satisfaction, therefore, all services performed are based upon the client's needs.

WHAT OTHER SERVICES DOES ON LINE/OFF LINE OFFER?

- o Upgrading existing equipment
- o Computerized clearinghouse on available equipment
- o On site repair/maintenance
- o On site training
- o CAIRS

WHAT IS CAIRS?

On Line/Off Line is the International distributor of CAIRS (Computer Assisted Information Retrieval Systems). CAIRS is the solution to all of your data management problems.

CAIRS is a computer software system designed specifically to improve access to data stored in your computer system. It allows data in various formats to be keyed directly onto the computer, for subsequent retrieval or listing via a wide variety of keys and methods..

CAIRS software is suitable for any environment where rapid access to comprehensively cross referenced information is required. Data can be fed into the system and retrieved by a variety of different techniques to suit the demand.

CAIRS offers such powerful features as:

- o Data Capture
- o Thesaurus
- o Database Structure
- o Report Generation
- o Computation
- o Security at all Levels
- o Search Systems
- o Word Processing

Put Stamp here.
The Post Office
will not deliver
mail without
postage.

On Line/Off Line, Inc.
1429 McCulloch Street
Baltimore, MD 21217

ATT: M. R. Mitchell

NAME _____
ADDRESS _____
CITY _____

Yes, I am interested in the services that On Line/Off Line offers.

Name: _____

Title: _____

Company: _____

Address: _____ Suite _____

City: _____ State: _____ Zip: _____

Telephone: () _____

Best time to contact: _____

WHO ARE WE?

Maxwell R. Mitchell is the President and Chief Executive Officer of On Line/Off Line, Inc.

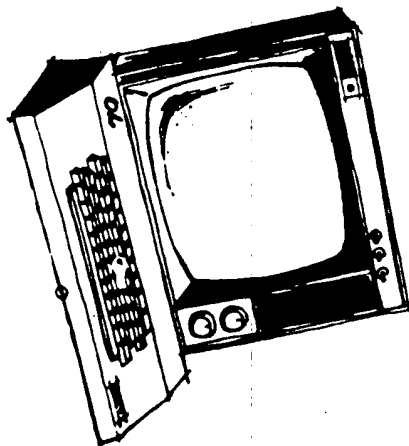
Mr. Mitchell's extensive and varied background in the area of computer technology and office equipment repair has given him the knowledge and expertise required to succeed in this highly technical field.

Max began his career in computer technology in 1975 with IBM. Subsequently, he further developed his expertise while employed with Digital Equipment from 1977 until founding On Line/Off Line, Inc. in 1983.

On Line/Off Line, Inc. has serviced many clients, among them are:

- o Comptroller of the Currency
- o State of Maryland
- o The Jamestown Foundation
- o DTS Office Products
- o Computer Management Information Group
- o Department of the Navy
- o Computer Maintenance & Consultants
- o K & G Computers
- o Leavy Redcross

ON-LINE / OFF-LINE



777 14th Street, N.W.
Suite 747
Washington, D.C. 20005
(202) 628-0545

1429 McCulloh Street
Baltimore, MD 21217
(301) 735-5176
Telex: 5106006629
Toll Free: 800-PC CAIRS

Page Denied

Next 6 Page(s) In Document Denied

STAT